
Leon Oliver Kafton Pentony

Address: 162 Holland Gardens, Brentford, TW8 0AY

Tel: 07399403419

Email: leonokpentony@gmail.com

LinkedIn: www.linkedin.com/in/leonokpentony

Personal Profile:

Currently in full-time employment as a Data Research Analyst, whilst studying towards a Master's degree in Data Science, I am eager to advance in data science's exciting yet challenging field. I am a confident, highly ambitious individual who is passionate about data and driven to master its applications. Experience in professional/analytical and customer-facing roles has endowed me with a blend of technical and interpersonal strengths. Beyond formal employment, I have further refined my skills through self-directed study and data-related courses. Data science is an area that I have developed a strong passion for through endeavours both academic and personal, and so I would greatly relish the opportunity to delve deeper.

Work Experience:

Data Research Analyst, Tussell, London: Mar 2023 – Present

- Produce flagship reports, event decks, dashboards, and other ad-hoc requests which generate demo requests and further sales for the company.
- Demonstrate proficiency in data cleaning techniques, ensuring consistently high data quality across all outputs by handling and reporting missing and duplicate values, amending incorrect data types and through qualitative research.
- Analyse open procurement data to generate insights on government tenders and procurement spending; using tools such as Tableau and Excel for visualisation/reporting, and PostgreSQL to gather data from a relational database.
- Collaborate with various teams across the company, as well as conduct training sessions to present new techniques and help with SQL queries.
- Personally liaise with the Cabinet Office to produce a monthly written output involving extensive data cleaning, reporting headline figures, and updating spreadsheets.
- Present to key stakeholders and help manage expectations, as well as presenting reports in company-wide meetings.

Event Staff, CH&CO, Leeds: Jan 2022 – Apr 2022

- Responsibilities included bartending and catering for events, setting up desired arrangements or packing away venues after events, stocking and managing small shops or kiosks, and taking inventory.

Intern, Cloud 9 Trader Ltd., London: Nov 2016 – Mar 2017

- Conducted market research to produce reports on competitors to improve product offerings.
- Worked with a test team in verifying the functionality of the trading application.
- Ran through test scripts, raising any issues and generally ensuring web application was stable and bug-free.
- Helped in crafting and adjusting Google Ads campaigns while regularly monitoring results in Google Analytics.

Barista, Starbucks, London: Jul 2016 – Sep 2016

- Responsibilities included taking food and coffee orders, managing an outdoor kiosk and taking daily inventory.

Education:

University of Leeds: Jan 2024 – Present

MSc Data Science (Statistics)

Modules include Programming for Data Science, Machine Learning, Data Science, and Statistical Computing.

University of Leeds: Sep 2019 – Jun 2022

BSc Mathematics: Achieved Upper Second-Class Honours (2:1)

Module marks include Project in Mathematics (Dissertation) – 73%, Computational Mathematics – 71%, Logic – 72%.

William Morris Sixth Form, London: Sep 2017 – Jun 2019

A level: Mathematics – A*, Further Mathematics – A, Physics – B.

Isleworth & Syon School for Boys, London: Sep 2010 – Jun 2015

GCSE: Achieved 10 grades A* to D, including Science at A*, Mathematics and English at A.

Technical Skills:

PostgreSQL	Tableau	R	Mathematics	Python	Excel
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Professional Certificates:

Machine Learning Specialisation: Stanford University & DeepLearning.AI on Coursera

- Achieved 100%, completed Nov 2022.
- Comprehensive three-course program including building and training ML models using TensorFlow, scikit-learn and NumPy, with taught concepts including linear and logistic regression, decision trees, artificial neural networks and recommender systems.
- Assessed via practice quizzes, and interactive labs and each course included a graded final programming assignment.

Data Analytics Professional Certificate: Google on Coursera

- Achieved 98%, completed Jan 2023.
 - Extensive eight-course program outlining practices of a data analyst, teaching analytical skills such as data cleaning, analysis and visualisation through the use of SQL, R, Tableau and spreadsheets.
 - Assessed throughout the program via practice quizzes, and hands-on projects with each course including a graded final exam and a final capstone case study project.
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Projects:

Google Data Analytics Certificate: Capstone Project

<https://www.kaggle.com/code/leonchxme/google-data-analytics-capstone-project>

Compiled an R Markdown report documenting the data analysis process of completing a fictional case study based on real public data. The case study task was to use data to analyse and create a profile on different types of users of a bicycle share company. Processed, merged, validated the integrity of and cleaned public data using R then prepared data visualisations to reinforce my analysis and recommendations using Tableau.

University Third Year: Independent Project & Dissertation (Achieved 73%)

Completed a year-long independent research project investigating the numerical range of a given matrix. Compiled a mathematical report in LaTeX which featured sections of Python and MATLAB code. Prepared a fifteen-minute presentation to peers and other cohorts, demonstrating research skills training. Arranged group meetings and allocated peers to study different theorems within the topic.

University Second Year: Python Project (Achieved 71%)

Completed a 12-week project on constructing mathematical algorithmics and numerical analysis using NumPy, matplotlib, SymPy and SciPy. Developed an understanding of data types, coding of algorithms, limitations of computational methods and the rudiments of programming with Python. Produced a report, which included my decision-making processes.

Key Employability Skills:

Interpersonal Skills – Consolidated through years of cadets, volunteering and practised as a barista.

Teamworking – Flourished through my work roles, cadets, NCS and academic projects.

Detail-oriented – Reinforced through studies of mathematics and data analytics case studies.

Adaptability – Emerged through work with teenagers and used with client requests as a photographer's assistant.

Leadership – Advanced as a senior cadet and through independent management of a Starbucks kiosk.

Other Experience:

Sea Cadets, Chiswick: Sep 2013 – Jul 2017

- Progressed through the ranks, demonstrating commitment, self-discipline, leadership and communication skills.
- Achieved qualifications in courses such as Advanced First Aid, Marine Engineering and Navigation.
- Organised charitable events for my local community, such as monthly fairs to raise money for The Chiswick Pier Trust and annual stands selling baked goods for The Poppy Appeal.
- Delivered weekly classes for Junior Cadets and led group sessions, including inspections, games and ceremonies.

National Citizenship Service, London: Jul 2015 – Aug 2015

- Showcased and built on my interpersonal, teamwork and leadership skills through various activities, including hiking, orienteering, presenting and camping.
 - Contributed to my community through volunteer work with a local allotment.
 - Delivered a final lecture at Kingston University to that year's cohort and programme staff.
 - Fast-tracked onto the later stages of HeadStart, which taught me both interview and employability skills.
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